

**Central Missouri Chapter, ARMA Intl.  
Board of Directors  
Meeting Summary, February 16, 2010**

The Central Missouri Chapter, ARMA International Board of Directors met at Missouri Consolidated Health Care Plan (MCHCP) in Jefferson City following the Chapter meeting.

**Attendance:** The following board members were in attendance at the meeting: Sue Hilkemeyer (President), Sally Hager (Treasurer), Connie Harper (Director), JoAnn Looten (Immediate Past President), and Christina Miller (Secretary). Mary Lou Stegner was also in attendance.

**Call to Order:** The meeting was called to order by Sue Hilkemeyer, at 3:06 pm.

**Approval of Meeting Minutes:** Minutes from the December meeting were reviewed. Sally moved to approve the minutes and Connie seconded. The minutes were approved unanimously.

**Treasurers Report:** Sally presented the bank reconciliation for January 2010 (balance of \$8,902.77). JoAnn moved that the report should be approved and Christina seconded. The Treasurer's report was accepted unanimously. Due to low interest rates at US Bank, JoAnn moved that Sally wait to put money in a CD, but continue to monitor the rates to see if they improve at all. Christina seconded and the motion was approved unanimously.

**Website Update:** No updates.

**Old Business**

**1. Spring Seminar**

- a. Brochure has been sent out.
- b. Knowledge Lake donated \$250 which will cover breakfast, both breaks, and beverages. Orschlen's donated \$100 which will cover the door prize and the speaker gift.
- c. Lunch: We are going to have Zesto's cater BBQ (pulled pork and pulled chicken), with cheesy potatoes, green beans, coleslaw. Mary Lou and Connie are going to make dessert.
- d. JoAnn will bring coffee, Connie has splenda/sugar, etc.
- e. Mary Lou is going to make the signs. JoAnn is going to send her the Knowledge Lake logo and check on the URM, Mail n More signs from last year.
- f. JoAnn is going to send out a registration reminder to members.

**2. 2009-2010 Activity Calendar:**

- a. March 16<sup>th</sup> – Spring Seminar, presentation by Monica Crocker.
- b. April 14<sup>th</sup> – tentative: Brian Moriki lunch meeting.

- i. Order box lunch's from Panera with a \$10 meeting charge.
  - ii. Mary Lou is going to check on hosting the meeting at PSRS.
- c. May 18<sup>th</sup> –ARMA International Tour
  - i. Meeting at 11 am
  - ii. Tour/Presentation to include GARP
- d. June 22<sup>nd</sup> – Annual Awards Banquet at Truman Hotel

**New Business**

- 1. Slate of Officers for 2010-2012:
  - a. The following people have agreed to fill these positions:
    - i. Sally Hagar – President
    - ii. Greg Schildmeyer – Vice President
    - iii. Jana Taylor – Board Member at Large
  - b. Sue is going to talk to Connie about taking Sally's position as Treasurer, and to Casey Lawrence about taking Connie's position as Board Member at Large.

**Adjournment:** JoAnn made a motion to adjourn. Sally seconded. The motion was approved unanimously at 3:52 p.m.

Respectfully submitted,  
Christina Miller, Secretary